The Governor of Tripura has been pleased to issue following general guidelines to operationalize the Untied Fund for Sub-Centres under National Rural Health Mission:

1. As a part of the National Rural Health Mission, it is decided to provide each Sub-Centre with Rs. 10000/- (Ten Thousands) as an untied fund to facilitate meeting urgent yet discrete activities that need relatively small amount money.

2. The fund shall be kept in a joint savings bank account in the name of the Sub-Centre, which will be operable under the signatures of:
   A. The ANM/MPW (F) of the Sub-Centre, or,
      Where there is no ANM (MPW-F), the MPW (Male)/Pharmacist may take the responsibility for transaction of the fund, or,
      Where there is no MPW (Male & Female) and Pharmacist, concerned Medical Officer, In-Charge of the respective PHC may open a joint account for the purpose.

      And

   B. Local Panchayat Secretary in Panchayat areas or the local authorized official of Urban Local Body.

3. Decisions on activities for which the funds are to be spent will be approved by the Village/Urban Health/Sub-Centre Committee and be administered by the Health Personnel.

4. In areas, where the Sub-Centre is not co-terminus with the Gram Panchayat/ward and the Sub-Centre covers more than one GP/ward, the funds can be used for any of the areas, which are covered by the Sub-Centre.

5. Untied funds will be used only for the common good and not for individual needs, except in case of referral and transport in emergency situations for BPL families.

6. Suggested areas where Untied Funds will be used include:
   ▼ Minor modifications to the Sub-Centres, curtains to ensure privacy, repair of taps, doors, windows, glass panes, installation of bulbs, other minor repairs, which can be done at the local level.
   ▼ Ad hoc payments for cleaning up Sub-Centre, especially after childbirth.
   ▼ Transport of emergencies to appropriate referral centres for the BPL families.
Transport of samples during epidemic or crisis scenario.

Purchase of consumables, e.g. bandage, cottons, disinfectants, Registers (maximum 4 (Four) registers per annum) etc.

Labour charge for clearing of stagnant water or for taking larvicidal measures for stagnant water.

7. United Funds shall not be used for any salaries, vehicle purchase and for meeting recurring expenditures or for any other purposes, for which it is not meant.

8. Rs. 500.00 (Five hundred) in maximum or less may be drawn by a single instrument. More than Rs. 1000.00 (One thousand) should not be available in cash at a time in the Sub-Centre.

9. Monthly Statement of Expenditure (SOE) along with duly certified vouchers with copies of the necessary approval of the concerned committee is to be submitted, without fail by 03 of every month positively.

(Smt. Binapani Debbarma)
Dy. Secretary to the Government of Tripura

To:

1. District Magistrate & Collectors, West/South/North/Dhalai District, Agartala/Udaipur/Kailashahar/Ambassa, West/South/North/Dhalai District.

2. Chief Medical Officer, West/South/North/Dhalai District Agartala/Udaipur/Kailashahar/Ambassa, West/South/North/Dhalai District, with a request to sensitize all concerned.

3. Executive Officer, Zilla Parishad, West/South/North/Dhalai District, Agartala/Udaipur/Kailashahar Ambassa, West/South/North/Dhalai District.

4. The Member Secretary, Health & Family Welfare Society, Agartala with a request to place the Untied Fund of the Sub-Centres to the Districts at the earliest.

(Smt. Binapani Debbarma)
Dy. Secretary to the Government of Tripura

103
GUIDELINES FOR USE OF SUB-CENTRE (SC) FUNDS UNDER NRHM

1. As part of the National Rural Health Mission, it is proposed to provide each Sub-Centre with Rs. 10,000 as an untied fund to facilitate meeting urgent yet discrete activities that need relatively small sums of money.

2. The fund shall be kept in a joint bank account of the ANM and the Sarpanch.

3. Decisions on activities for which the funds are to be spent will be approved by the Village Health Committee (VHC) and be administered by the ANM. In areas where the Sub-Centre is not co-terminus with the Gram Panchayat (GP) and the Sub-Centre covers more than one GP, the VHC of the Gram Panchayat where the SC is located will approve the Action Plan. The funds can be used for any of the villages, which are covered by the Sub-Centre.

4. Untied Funds will be used only for the common good and not for individual needs, except in the case of referral and transport in emergency situations.

5. Suggested areas where Untied Funds may be used include:
   - Minor modifications to Sub-Centre—curtains to ensure privacy, repair of taps, installation of bulbs, other minor repairs, which can be done at the local level.
   - Ad hoc payments for cleaning up Sub-Centre, especially after childbirth.
   - Transport of emergencies to appropriate referral centres.
   - Transport of samples during epidemics.
   - Purchase of consumables such as bandages in Sub-Centre.
   - Purchase of bleaching powder and disinfectants for use in common areas of the village.
   - Labour and supplies for environmental sanitation, such as clearing or larvicidal measures for stagnant water.
   - Payment/reward to ASHA for certain identified activities.

6. Untied funds shall not be used for any salaries, vehicle purchase, and recurring expenditures to meet the expenses of the Gram Panchayat.